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L. E. Brown

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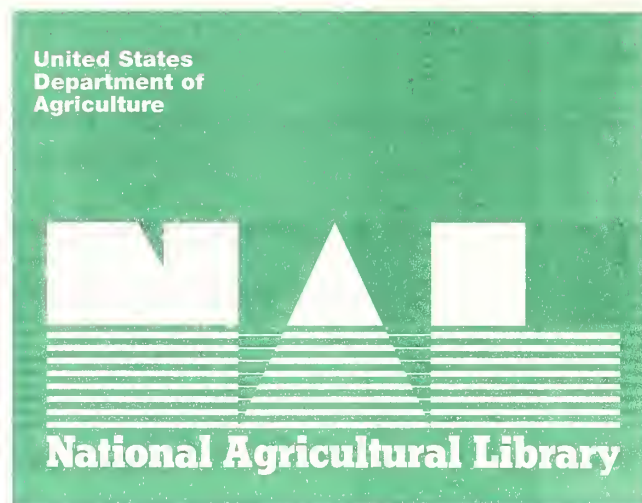
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Programs

READEO Manual

Regional Emergency Animal
Disease Eradication Organization





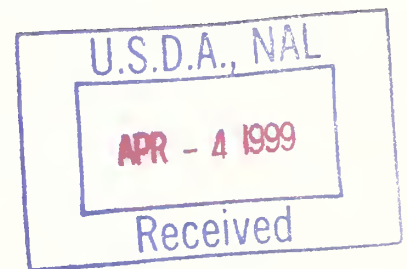
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Preface

Outbreaks of Venezuelan equine encephalomyelitis in Texas in 1971, exotic Newcastle disease in southern California in 1972, and lethal avian influenza in 1983 reconfirmed APHIS' concern for the dangers posed by foreign diseases to the livestock and poultry populations within the United States. Our animal population has no immunity to exotic diseases, such as foot-and-mouth disease or African swine fever. If introduced, exotic diseases have the potential to cause catastrophic losses to our valuable animal industry. This, in turn, would cause a marked reduction in the availability of safe and wholesome meat and dairy or poultry products. The resultant shortages would generate price increases for consumers.

APHIS has an established system to prevent the introduction of foreign animal diseases into the United States and eradicate them should they gain entry. Import regulations are strictly enforced to protect the livestock and poultry industries. However, should a foreign animal disease enter and spread in the United States, APHIS would immediately take action to bring the situation under control and eradicate the disease.

In order to minimize the danger of a foreign animal disease gaining a foothold or spreading throughout the United States, APHIS has developed four emergency animal disease eradication organizations. These task forces or teams are organized on a regional basis and each is known as a Regional Emergency Animal Disease Eradication Organization (READEO). They operate within the framework of the existing four Veterinary Services regions.



READEO's exemplify the concept that preselected, pretrained animal health specialists can eradicate a disease more rapidly and efficiently than groups of untrained personnel pulled together at the time an animal disease emergency is recognized.

Initially, READEO personnel are selected from within the involved regions. To complete each team, additional personnel may be requested from other Veterinary Services regions. Consequently, personnel may be relocated and reassigned, wherever needed, throughout the United States.

Each Assistant Regional Director for Veterinary Services is responsible to the Emergency Field Operations Staff, Domestic Programs, for the readiness of the READEO unit in the respective Region. When a READEO is activated, either the Regional Director or the Assistant Regional Director is relieved of all other duties and automatically becomes the READEO Task Force Director. If warranted, a READEO unit may be activated and personnel relocated to another region to assist with disease eradication.

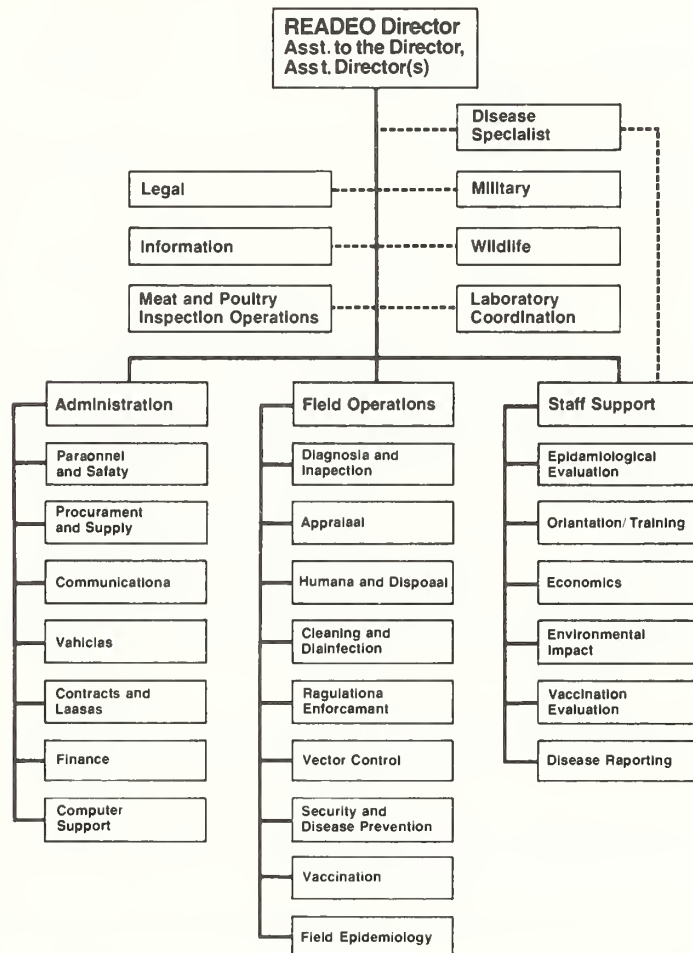
National policy for eradication of foreign animal diseases is implemented through a clear line of authority within the APHIS organization. In the eradication process, day-to-day decisions and direction are provided by the READEO Director. The Director maintains contact with concerned industry representatives and appropriate disease experts to help assure that decisions are based on the best information available.

It is essential that our READEO teams maintain competency in their areas of expertise through continuing education and training. This assures APHIS of effective and efficient units capable of quickly eliminating any foreign animal disease.

In the absence of a declared national emergency, selected READEO units are activated for test exercises once each fiscal year. The major purpose of test exercises is to help maintain proficiency in disease eradication. Also, nongovernmental training is authorized when and where needed, based on availability of funds.

The field READEO teams, backed by the expertise of personnel in the Emergency Field Operations staff, have proved and continue to prove they have the capability to protect the U.S. livestock and poultry industries by quickly eliminating foreign animal disease threats. This capability is essential to the Veterinary Services mission—assuring a safe and abundant supply of meat, milk, and poultry for the U.S. consumer.

Regional Emergency Animal Disease Eradication Organization (READEO)



United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Services Regions



Responsibilities of READEO Personnel

READEO Director

The responsibilities of the Director for each READEO team are as follows:

- Directs the activities of a READEO when an animal disease emergency exists.
- Moves to the location of the disease outbreak immediately when the READEO is activated and establishes READEO headquarters.
- Is responsible for all control and eradication procedures used in the READEO area.
- Works with State officials of the State(s) involved in the outbreak and utilizes their authorities, regulations, manpower, and fiscal capabilities to combat the disease.
- Coordinates the activities of other agencies that may be involved in the animal disease emergency.
- Works closely with representatives of the affected industry to utilize their knowledge of the industry and to keep interested groups informed.
- Implements, through the Information Officer, an effective public information program, in support of READEO goals and operations. Sets the example for cooperative relations with the press, media, and public. Also, authorizes the clearance of public information materials released from the READEO headquarters.
- Is responsible for the evaluation of all personnel assigned to the READEO prior to returning to their official duty stations.

Assistant to the Director

The responsibilities of the Assistant to the Director for each READEO team are as follows:

- Moves to the location of the disease outbreak immediately when the READEO is activated and assists the Director in establishing the READEO headquarters.
- Coordinates the activities of the three major sections (Administration, Field Operations, and Staff Support) to ensure consistency in direction during an emergency situation.
- Relieves the Director of routine tasks.
- Maintains office continuity in the Director's absence.

Assistant Director(s)

Each READEO may have one or more Assistant Directors since each State involved may be represented.

The responsibilities of the Assistant Director(s) for each READEO team are as follows:

- Acts for the READEO Director in the Director(s) absence.
- Provides liaison between READEO and State officials in the State involved.
- Moves to the READEO headquarters immediately when the outbreak occurs.
- Maintains information regarding personnel, equipment, and finances available from State sources for use in eradicating emergency animal diseases.
- Is knowledgeable concerning State authorities, regulations, and accepted procedures pertaining to READEO activities.

Disease Specialist

The responsibilities of the Disease Specialist for each READEO team are as follows:

- Serves as an informed advisor to the READEO regarding the disease involved.
- Provides recommendations to the Director on specific industry-related matters.
- Moves to the location of the disease outbreak and establishes industry contacts and cooperation.
- Provides liaison between the Director and industry during emergency situations.
- Is knowledgeable concerning specific practices and regulations pertaining to the industry.
- Is knowledgeable about key industry individuals and their function within the industry.

Legal

The responsibility of the Legal Advisor for each READEO team is as follows:

- Provides legal counsel and assistance for the READEO teams. Assistance from the Office of the General Counsel should be obtained as needed.

Military

The responsibilities of the Military Support Officer (MSO) for each READEO team are as follows:

- Serves on the staff of the READEO Director. The MSO will be a senior line officer designated by U.S. Army Forces Command (USAFORSCOM). The Deputy MSO will be a veterinary officer designated by the U.S. Army Health Services Command.

- Consults with the Task Force Director in assessing the requirements of the task force for military assistance.
- Deploys military personnel and equipment wherever needed by the Task Force Director.
- Maintains contact with the Military Liaison Officer to Emergency Programs to coordinate all deployment of military personnel and equipment.
- Establishes and maintains contact with those Department of Defense agencies capable of rendering engineering, laboratory, logistical, or other technical assistance needed.

Information

The responsibilities of the Information Officer for each READEO team are as follows:

- Plans, develops, supervises, and maintains information activities of the READEO.
- Provides liaison for information between the READEO, the information officer(s), of the State(s) involved, the industry, public, news media, and other interested parties.
- Coordinates the writing of press releases, radio and TV scripts, fact sheets, and feature articles to provide information regarding READEO activities.
- Consults with and advises the READEO Director regarding matters relating to information for public release.
- Coordinates the preparation of slides, exhibits, brochures, and other visual materials for the READEO.
- Keeps abreast of all READEO operations, policies, and plans so as to disseminate factual public information.
- Serves as the READEO Director's representative—to the extent that it is feasible and desirable—in assisting READEO personnel during interviews with media representatives. The Information Officer must be advised, preferably in advance, whenever news media representatives request and/or conduct an interview with READEO personnel.
- Assists in training task force personnel pertaining to contacts with news media.
- After consultation with and approval from the READEO Director, releases various types of public information materials in accordance with USDA and APHIS policy and established clearance procedures.

Wildlife

The responsibilities of the Wildlife Officer for each READEO team are as follows:

- Participates with the READEO Director and other regional READEO officials in establishing and carrying out wildlife policies and objectives of the READEO.
- Establishes and maintains channels of communication with the READEO regarding wildlife located in a READEO area.
- Establishes and maintains contact with local wildlife enforcement officers and wildlife biologists. Determines availability of manpower and equipment.
- Maintains an awareness of wildlife conditions in the region and is familiar with all groups of wildlife having emergency animal disease significance.
- Is familiar with the topography, wildlife density, and methods of control and disposal of wildlife.
- Reviews maps showing locations of wildlife populations and, should wildlife become involved, recommends the general area to be included in the quarantine and buffer zones around an outbreak. Works closely with the local community.
- Directs and coordinates efforts to control and depopulate a specific game animal in a given area.
- Determines the need for personnel for administration, diagnosis, depopulation, disposal, and enforcement in the event of an emergency animal disease outbreak involving wildlife.
- Advises and assists in depopulation of uncontrolled and unconfined species.
- Establishes procedures and conducts surveys of the wildlife populations in an outbreak area, as necessary, to determine incidence of disease.
- Cooperates with the READEO Disease Reporting personnel by submitting all required reports in a timely manner for the Recorded Emergency Animal Disease Information (READI) System. Determines the accuracy and completeness of the reports.

Meat and Poultry Inspection Operations

The responsibilities of Meat and Poultry Inspection Operations, Food Safety and Inspection Service, personnel to each READEO team are as follows:

- Report to the READEO Director and provide liaison between the task force and the Meat and Poultry Inspection Operations.
- Advise the READEO Director regarding procedures and problems at involved slaughter establishments.

**Laboratory
Coordination**

The responsibilities of the Laboratory Coordination Officer for each READEO team are as follows:

- Selects, develops, and forecasts budget, manpower, equipment, and facilities required for laboratory support.
- Selects the most appropriate laboratory examinations to be conducted that will provide needed information to the READEO as fast as possible.
- Informs the READEO Director and Chief Staff Officers of laboratory capability.
- Prepares clear, concise written instructions for field personnel concerning submission of laboratory specimens.
- Cooperates with the Disease Reporting Officer and Computer Support staff to maintain up-to-date READI System access to information on laboratory submissions and laboratory results.
- Prepares contingency plans for an adequate laboratory group, i.e., personnel, facilities, and equipment, within the READEO unit to meet varying needs.

Responsibilities of READEO Personnel

Administration

Administration

The responsibilities of the Administrative Officer for each READEO team are as follows:

- Directs and coordinates all facets of general administrative services functions.
- Maintains knowledge of current administrative rules and regulations.
- Directs the action and methods of administrative personnel in accomplishing the tasks assigned by the READEO Director or other staff officials.
- Identifies potential problem areas and takes the necessary action to correct those problems within the scope of authority of the position.
- Works with upper-management personnel to correct problems beyond the scope of authority of the position.
- Advises the READEO Director on all administrative matters.
- Assures the daily updating of personnel and funds data for the READI System task force daily report and communicates needs of the READI System to the READEO Director to assure up-to-date, effective READI System operations.

Personnel and Safety

The responsibilities of the Personnel and Safety Officer for each READEO team are as follows:

- Supervises preparation of employee records of all persons joining, absent from, or leaving the task force, and entry and retrieval of the data in the READI System.
- Initiates action to fill staffing requirements of READEO field units.
- Receives, prepares, or processes the necessary paperwork to cover travel, per diem, salary, hiring, relocation, termination, etc., for both permanent and temporary READEO personnel.
- Handles employee grievances, personnel problem areas, etc.
- Prepares and/or develops all personnel reports required.
- Prepares payroll for all READEO employees on board, is aware of the methods used to correct shortages and nonpayment, and advises on tax exemption status.
- Maintains a permanent personnel log for the duration of the outbreak. This includes maintaining records to document job performance.
- Keeps the Director advised regarding evaluation of READEO personnel.
- Serves as safety officer to prevent and control injury and property damage due to fire, theft, vandalism, work conditions, and work vehicles.
- Executes hiring of temporary personnel.

Procurement and Supply

The responsibilities of the READEO Procurement and Supply Officer for each READEO team are as follows:

- Determines, as early as possible, the supply needs of all field personnel and arranges for the procurement and warehousing of any and all items needed.
- Processes supply requests by the fastest means possible.
- Maintains direct contact with the Field Servicing Office to expedite procurement actions.
- Prepares and maintains the necessary property accountability records, including the assignment of equipment and the taking of an inventory when requested.
- Receives, edits, and transmits to the National Finance Center all bills for items purchased, items on lease agreements, etc.
- Establishes, through the READEO Contract Officer, the necessary contracts with local vendors for periodic delivery of perishables, soap, disinfectants, and other items as directed.

Communications

The responsibilities of the Communications and Reports Officer for each READEO team are as follows:

- In cooperation with the Computer Support Staff and others, determines the need for telephone service, teletype, telecopier, and other communications equipment for field and interoffice reporting.
- Provides necessary forms to meet established reporting requirements. This includes maintaining liaison with key reporting personnel in the field and at National Emergency Field Operations headquarters. Develops the appropriate systems and schedules for reporting field activities, in cooperation with the Disease Reporting Officer and other personnel.
- Maintains, from documents received, files and statistics reflecting administrative activities for reporting purposes.

Vehicles

The responsibilities of the Officer in Charge of Vehicles for each READEO team are as follows:

- Estimates vehicular needs and makes arrangements for delivery and maintenance.
- Develops, with the READEO Personnel Officer, a safety program for personnel operating vehicles. Obtains necessary pamphlets, etc., in order to promote the program and gain interest.
- Assists each driver in the preparation of an accident report when needed. Investigates all vehicular accidents.

- Maintains the necessary statistics and reports on the usage, cost, and assigned location(s) of all vehicles. Also maintains information on the driver, make and model of each vehicle, etc.

Contracts and Leases

The responsibilities of the Contracts and Leases Officer for each READEO team are as follows:

- Formulates, negotiates, and executes contracts with involved industries, wildlife agencies, universities, and others as dictated by program needs.
- Obtains contracts relative to office operations.
- Obtains space through lease arrangements, as needed, for the READEO field offices.
- Maintains knowledge of current Comptroller General Rulings.
- Assures proper contract negotiations.

Finance

The responsibilities of the Finance Officer for each READEO team are as follows:

- Prepares a projected budget, including revisions, and updates data as requested.
- Receives, approves, and processes all invoices for payment. Establishes a working file or ledger necessary for reporting expenditures and pending obligations ending at close of business (c.o.b.) the previous week of operation.
- Maintains a system to pay local labor on a day-to-day or weekly basis.
- Prepares daily financial summary for entry in READI System, using procedures prescribed by VS Resource Management (documented in READI Manual).
- Assures daily entry of accurate, up-to-date financial information into READI System and coordinates the data entry with Computer Support, Administrative Officer, and Disease Reporting Officer.

Computer Support

The responsibilities of the Computer Support Officer for each READEO team is as follows:

- Supervises installation and maintenance of computer equipment, including access to telephone lines and electrical outlets. Initially installed equipment will include READI System microcomputers at the Disease Reporting Section and Administration/Personnel and Safety section.
- In cooperation with the Disease Reporting Officer and Administrative Officer, determines the number of computer terminal operators and supervisors needed to ensure timely input of data into the READI System and timely retrievals of data from the READI System.
- Acts as liaison between the task force and the headquarters computer staff to resolve any electronic or mechanical problems in the READI System.
- Communicates needs of the READI System to the Administrative Officer in a timely manner to assure up-to-date, effective READI System operations.

Responsibilities of READEO Personnel

Field Operations

Field Operations

The responsibilities of the READEO Field Operations Officer for each READEO team are as follows:

- Directs the line operation and supervision of field personnel in a READEO operation.
- Directs the diagnosis and inspection operations, the appraisal of animals and materials required to be destroyed, the disposal of such animals and materials, and the cleaning and disinfecting of infected and exposed premises.
- Directs supervision of quarantines, enforcement of regulations, disease and personnel security, vector-control activities, and animal vaccination.
- Evaluates the field operations and advises the READEO Director concerning manpower and equipment needs, needs for program adjustments, and changes in field operations.

Diagnosis and Inspection

The responsibilities of the READEO Diagnosis and Inspection Officer for each READEO team are as follows:

- Determines the number and type of personnel, vehicles, and equipment needed to conduct diagnosis and inspection operations. Makes recommendations to the Field Operations Officer.
- Establishes a list of qualified foreign animal disease diagnosticians to investigate suspicious animal disease reports.
- Assists in developing training procedures and, in cooperation with the READEO epidemiology group, projects the spread of the disease.
- Establishes surveillance in the area of the projected spread.
- Supervises and conducts inspections of herds and/or flocks.
- Establishes and performs other methods of disease surveillance.
- Develops procedures for collecting specimens and submitting them to the laboratory.
- Informs the Field Operations Officer of diagnosis so other responsible groups within the READEO unit can be alerted.
- Reviews all investigation reports.
- Establishes a filing system for diagnosis and inspection reports and forms.
- Collects the necessary preliminary information concerning the epidemiology of the animals on the premises involved.

- Recommends, in conjunction with the READEO epidemiology group, areas to be quarantined and released from quarantine.
- Devises and operates a permit system to allow the safe movement of livestock, poultry, and byproducts.
- Reports violations of quarantine and permit regulations to the Regulations Enforcement Group.
- Cooperates with the READEO Disease Reporting group by submitting all required reports in a timely manner for the READI System.
- Determines the disease status of investigated premises as appropriate for the completion of VS Forms 12–27.

Appraisal

The responsibilities of the READEO Appraisal Officer for each READEO team are as follows:

- Determines the number and type of personnel, vehicles, and equipment needed to conduct appraisal operations. Makes recommendations to the Field Operations Officer.
- Determines the equitable market value of animals and materials required to be destroyed. Uses documentation to show the basis for derivation of the determined value.
- Ensures that appraisals are made in accordance with existing regulations and official instruction.
- Gathers brochures, catalogs, and other written material concerning the value of animals and related material.
- Maintains knowledge of current values of animals and materials.
- Contacts people in different parts of the animal industries and other interested people who have special knowledge of the values of livestock, poultry, and other animals.
- Maintains a listing of people willing to serve in the event of an emergency situation that requires special, expert personnel.
- Determines the need and arranges for special, expert appraisers.
- Assists in developing training, as needed, for employees supervised.
- Cooperates with the READEO Disease Reporting group by submitting all required reports in a timely manner for the READI System. Determines the accuracy and completeness of the reports.

Humane and Disposal

The responsibilities of the READEO Humane and Disposal Officer for each READEO team are as follows:

- Determines the needs for personnel, vehicles, and equipment required to efficiently and humanely depopulate and dispose of livestock, poultry, and materials in emergency animal disease outbreaks. Makes recommendations regarding these requirements to the Field Operations Officer.
- Assigns and supervises all personnel in the Humane and Disposal group within the READEO unit.
- Maintains knowledge of current procedures and methods used in humane depopulation and disposal of livestock and poultry.
- Participates with the Contract and Leases Officer in the issuance of contracts and leases pertaining to equipment or personnel used for depopulation or disposal.
- Maintains knowledge of procedures and methods used for disposal of feed, manure, and other material required to be destroyed.
- Assures the humane treatment of animals and poultry during READEO operations.
- Cooperates with the Disease Reporting group by submitting all required reports in a timely manner for the READI System. Determines the accuracy and completeness of the reports.

Cleaning and Disinfection

The responsibilities of the Cleaning and Disinfection Officer for each READEO team are as follows:

- Determines the number and type of personnel, vehicles, and equipment needed to conduct cleaning and disinfection (C&D) operations. Makes recommendations to the READEO Field Operations Officer.
- Assists in organizing the C&D group within the READEO unit and supervises all C&D activities.
- Maintains knowledge of approved disinfectants, safety procedures, and all regulations pertaining to C&D.
- Establishes and maintains appropriate C&D stations for trucks, cars, and other vehicles.
- Cooperates with the Disease Reporting group within the READEO unit by submitting all required reports in a timely manner for the READI System. Determines the accuracy and completeness of the reports.

Regulations Enforcement

The responsibilities of the Regulations Enforcement Officer for each READEO team are as follows:

- Determines the number and type of personnel, vehicles, and equipment needed to conduct regulations enforcement operations. Makes recommendations to the Field Operations Officer.
- Maintains a working knowledge of State and Federal regulations pertaining to the movement, quarantine, and disposal of livestock and poultry and their products during emergency animal disease situations.
- Actively seeks violations of regulations, gathers evidence, and prepares all necessary documents to assist in the prosecution of violators.
- Supervises all personnel assigned to the Regulations Enforcement group within the READEO unit.
- Serves owners with notices to depopulate and distributes documents having regulatory force.
- Maintains working relationships with local police, sheriffs, and other law enforcement agents to gain assistance and advice when needed.
- Cooperates with and seeks advice from the Legal Advisor assigned to the READEO in the preparation of documents.
- Establishes and maintains quarantine stations as needed.
- Cooperates with the Disease Reporting group within the READEO unit by submitting all required reports in a timely manner for the READI System. Determines the accuracy and completeness of the reports.

Vector Control

The responsibilities of the READEO Vector Control Officer for each READEO team are as follows:

- Determines the number and type of personnel, vehicles, equipment, and pesticides necessary for the implementation of an effective vector control program. Makes recommendations to the Field Operations Officer.
- Organizes the Vector Control group within the READEO and supervises all vector control activities.
- Maintains knowledge of currently approved pesticides, safety precautions, and all regulations pertaining to pesticide usage.
- Participates with the Contracts and Leases Officer in the issuance of contracts and leases pertaining to equipment, personnel, or services for vector control operations.

- Maintains liaison with appropriate State and local vector-control (or entomological) officers.
- Assures the READEO Director that all State and Federal Environmental Protection Agency requirements for usage have been fulfilled before vector control operations are initiated.
- Cooperates with the Disease Reporting group by submitting all required reports in a timely manner for the READI System. Determines the accuracy and completeness of the reports.

Security and Disease Prevention

The responsibilities of the Security and Disease Prevention Officer for each READEO team are as follows:

- Determines the need for personnel, vehicles, and equipment required to efficiently operate the security and disease prevention activities of the READEO. Makes recommendations regarding these requirements to the Field Operations Officer.
- Establishes and maintains effective, working relationships with renderers, feed-mill operators, transportation company representatives, livestock and poultry producers, processing plant management, and other related industry groups to demonstrate and inform them of methods to prevent the spread of animal diseases.
- Assigns and supervises all personnel in the Security and Disease Prevention group within the READEO.
- Acquires knowledge of the practices and procedures used in disease prevention activities.
- Maintains a thorough knowledge of industry practices and procedures necessary in introducing effective, disease prevention methods.
- Maintains a thorough knowledge of biohazards and their relationship to disease spread to, with, and from READEO personnel and equipment.
- Provides complete data and sound advice to READEO officials to secure support and acceptance of biological security.
- Prevents and controls injury and property damage caused by biological hazards (transmission of etiological agents to humans and other animal populations by personnel and equipment).

- Provides security for involved premises from the point of positive diagnosis to the final C&D.
- Plans and implements activities to assure the biological security of employees, facilities, and equipment.
- Ensures that a technician is assigned to each infected or exposed premises to coordinate all activities, relative to biological security, from the point of diagnosis to quarantine release.

Vaccination

The responsibilities of the Vaccination Officer for each READEO team are as follows:

- Determines the number and type of personnel, vehicles, and equipment needed to conduct vaccination operations. Makes recommendations to the Field Operations Officer.
- Organizes, coordinates, reports, and supervises the vaccine storage, distribution, reporting, and administration.
- Establishes, maintains, and determines personnel needs and makes recommendations to the Field Operations Officer.
- Establishes and maintains local distribution center(s).
- Arranges for adequate storage and security of vaccine.
- Accounts for vaccine used by receiving and processing reports of vaccine distributed, used, returned, or destroyed.
- Supervises the entire vaccination program and ensures that vaccination schedules are met.
- Coordinates a program to continually monitor the effectiveness of the vaccination program.
- Supervises and is responsible for field vaccine evaluation activities.
- Cooperates with the Disease Reporting group within the READEO unit by submitting all required reports in a timely manner for the READI System. Determines the accuracy and completeness of the reports.

Field Epidemiology

The responsibilities of the Field Epidemiologist for each READEO team are as follows:

- Develops methods to determine the disease source and to aid in predicting the disease spread, and then makes appropriate recommendations. Evaluates disease situations for issuance and release of quarantines.
- Maintains close contact with all groups within the READEO unit and makes recommendations to efficiently minimize disease transmissions.
- Reviews case investigation data in the READI System.
- Develops epidemiological forms as needed locally.
- Seeks advice from animal disease specialists.
- Cooperates with the Disease Reporting group by submitting all required data in a timely manner for the READI System.

Responsibilities of READEO Personnel

Staff Support

Staff Support

The responsibilities of the Staff Support Officer for each READEO team are as follows:

- Directs a technically competent staff designed to act as a resource for the READEO unit. The staff may contain, but is not limited to, the following groups: epidemiological evaluation, orientation/training, economics, environmental impact, vaccine evaluation, and disease reporting.
- Communicates needs of the READI System to the READEO Director as required to maintain an efficient, accurate, up-to-date READI System.

Epidemiological Evaluation

The responsibilities of the Epidemiological Evaluation Officer for each READEO are as follows:

- Makes recommendations for the control of the overall outbreak situation and for changes in the program as justified by epidemiological findings.
- Develops and maintains information by surveys, questionnaires, industry contacts, and other sources as situations dictate.
- Assembles information to answer the “who, what, why, where, when, and how” of the disease outbreak progression.
- Seeks advice from animal disease specialists.
- Develops epidemiological charts, graphs, maps, and visuals and prepares interim and final reports of epidemiological operations.
- Cooperates with the Disease Reporting group by submitting all required reports in a timely manner for the READI System. Determines the accuracy and completeness of the reports.

Orientation/ Training

The responsibilities of the Orientation/Training Officer within each READEO unit are as follows:

- Provides orientation to all personnel assigned to the task force operation prior to their assignment to a specific duty area, including familiarization with the appropriate disease eradication guidelines.
- Develops, with other READEO personnel, training aids to be used in indoctrinating personnel in task force operations.
- Prepares manuals for distribution to personnel who have been newly assigned to a READEO unit.

- Assures that all task force personnel are familiar with the purposes and capabilities of the READI System.
- Develops special training courses and aids for specific technical assignments.
- Continuously reevaluates the existing training program and adjusts it to the present needs of the disease situation.
- Works with each member of the READEO team to assure that they understand the mission of the organization and their responsibilities and feel competent to fulfill their responsibilities.

Economics

The responsibilities of the Economist for each READEO team are as follows:

- Prepares and evaluates studies of the economic impact of the disease on the animal population involved.
- Determines the economic effects of the eradication program on the affected industry—locally, regionally, and statewide.
- Continuously evaluates methods used for appraisal of animals and materials destroyed.
- Makes recommendations to the READEO Director of needed changes occurring as a result of economic consideration.

Environmental Impact

The responsibilities of the Environmental Impact Officer for each READEO team are as follows:

- Maintains continuous surveillance of environmental conditions associated with eradication operations.
- Evaluates C&D operations to determine the environmental impact of C&D procedures, including disinfectant runoff, disposal of excess disinfectant, disposal of manure, etc.
- Evaluates disposal procedures to assure that no detrimental environmental effects result from animal or animal-product disposal.
- Evaluates and monitors vector control operations, while paying particular attention to the effect of pesticides on nontarget organisms, excess pesticide disposal, and safety procedures observed during vector control operations.
- Maintains liaison with Federal, State, and local environmental officials and environmental organizations.

Vaccination Evaluation

The responsibilities of the Vaccination Evaluation Officer for each READEO team are as follows:

- Develops scientifically sound and statistically valid vaccine evaluation programs when vaccines are used.
- Makes recommendations regarding the administration and use of vaccines.
- Recommends specific laboratory examinations for use in vaccine evaluation and instructs laboratory workers in the methodology used in conducting the examinations.
- Prepares protocols for collecting, processing, and shipping field specimens for vaccine evaluation.
- Evaluates potency and innocuity of vaccines.
- Maintains knowledge of the biologics industry and Veterinary Services' responsibility for testing veterinary biologics.

Disease Reporting

The responsibilities of the Disease Reporting Officer for each READEO team are as follows:

- Develops, maintains, and supervises the Disease Reporting group within the READEO unit.
- Supervises preparation, review, and entry of field investigation data, movement data, and adjacent premises data in the READI system.
- Supervises and organizes the orderly, efficient retrieval of routine and specialized reports from the READI System.
- Coordinates all reports of animal disease investigations and results of laboratory tests, to assure the completeness and accuracy of data entry into the READI System.
- In cooperation with the epidemiology section, coordinates use of the READI computer system to summarize and organize tabular epidemiological information and graphics.
- Maintains master files of VS Forms 12-27, 12-27A, 12-27B, and other original documents of READI System source data.

- Serves as the Task Force Historian documenting the outbreak with the most accurate information available.
- Serves as a reliable resource for the most up-to-date summary of outbreak disease information whether it be statistical, epidemiological, or diagnostic in scope.
- Maintains an acute awareness of program policy and procedures and documents key dates and events in a summary format.
- Evaluates the READI System and makes recommendations to the Staff Support Officer concerning needed changes.



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